AGENDA FOR THE PLAN COMMISSION

Members noticed must notify the person who prepared agenda (see below) at least 24 hours before the meeting as to whether they <u>will not</u> be able to attend this meeting.

Date and Time: Tuesday, August 17, 2021 – 5:15 PM

Location: Council Chambers, Municipal Building, 101 South Blvd., Baraboo, Wisconsin Member Notices: M. Palm (Mayor Designee), P. Wedekind, R. Franzen, J. O'Neill, T. Kolb, D.

Marshall, and M. Boeggner.

Others Noticed: T. Pinion, C. Bradley, Mayor R. Nelson, Josh Johnson, Meg Roback, Eric Lund, Scott

Hewitt, Cliff Bobholz, Library, and Media.

PETITIONERS OR REPRESENTATIVES MUST BE PRESENT OR SUBJECT <u>WILL NOT</u> BE HEARD BY THE COMMISSION!

1. Call to Order

- a. Note compliance with the Open Meeting Law.
- b. Roll Call
- c. Approve agenda.
- d. Approve July 20, 2021 meeting minutes.
- **Public Invited to Speak** (Any citizen has the right to speak on any item of business that is on the agenda for Commission action if recognized by the presiding officer.)

3. Public Hearings

a. The request of JDJE, LLC for a Conditional Use Permit to allow the construction of a hotel to be located in the W ½ of the SW ¼ of Section 3, T11N, R6E, on the northerly 254 feet of Lot 3 of CSM No. 6411, City of Baraboo, Sauk County, Wisconsin, located at 932 Gateway Drive.

4. New Business

- a. Consider JDJE, LLC's request for a Conditional Use Permit to allow the construction of a hotel to be located in the W ½ of the SW ¼ of Section 3, T11N, R6E, on the northerly 254 feet of Lot 3 of CSM No. 6411, City of Baraboo, Sauk County, Wisconsin, located at 932 Gateway Drive.
- b. Review and approve site plan for a proposed four-story, 81-room hotel on the northerly 254 feet of Lot 3 of CSM No. 6411, City of Baraboo, Sauk County, Wisconsin, located at 932 Gateway Drive.
- c. Review and approve a 1-Lot Certified Survey Map for the City of Baraboo in the NE ¼ of the SW ¼ in Section 31, T12N, R7E in the City of Baraboo, Sauk County, Wisconsin, located at 1606 8th Street.

5. Adjournment

Mike Palm, Mayor Designee Agenda prepared by Kris Denzer, 355-2730, Ext. 7309 Agenda Posted by Kris Denzer on August 13, 2021

PLEASE TAKE NOTICE, that any person who has a qualifying as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format, should contact the Municipal Clerk, 101 south Blvd., or phone 355-2700, during regular business hours at least 48 hours before the meeting so that reasonable arrangements can be made to accommodate each request.

FOR INFORMATION ONLY, NOT A NOTICE TO PUBLISH.

PLAN COMMISSION ITEM SUMMARY August 17, 2021 5:15 PM

SUBJECT: CONSIDER JDJE, LLC'S REQUEST FOR A CONDITIONAL USE PERMIT TO

ALLOW THE CONSTRUCTION OF A HOTEL TO BE LOCATED IN THE W ½ OF THE SW ¼ OF SECTION 3, T11N, R6E, ON THE NORTHERLY 254 FEET OF LOT 3 OF CSM NO. 6411, CITY OF BARABOO, SAUK COUNTY, WISCONSIN, LOCATED

AT 932 GATEWAY DRIVE.

SUMMARY OF ITEM A: JDJE, LLC has an arrangement with DEVCO I, LLC, the current property owner, to purchase a portion of the property immediately south of the property occupied by Pizza Ranch on Gateway Drive.



Architectural Design Consultants, Inc. has provided the background information and site plan for the development of a four-story, 81-room hotel on the subject property, which provides very good visibility from the USH 12 expressway as well as easy access to the property. This property is zoned I-4, Planned Industrial/Business, which is the most permissive zoning classification in the Zoning Code. Although a Hotel is a permitted use in this zoning district, the property is located in the Conditional Use Overlay district, which regulates all permitted uses as Conditional Uses; hence this CUP request.

This item only pertains to the proposed use of the property for a hotel. The applicant is looking for approval to use the property for the intended purpose prior to investing the time and expense necessary to develop the formal plans for this project.

COMPLIANCE/NONCOMPLIANCE:

Pursuant to Section 17.37 – <u>Conditional Use Review and Approval</u>, I have found the application to be complete and have reviewed it for compliance with the ordinance.

ACTION: Approve / Deny Conditional Use Permit (with certain conditions?)

SUBJECT: REVIEW AND APPROVE A PROPOSED SITE PLAN FOR A PROPOSED FOUR-

STORY, 81-ROOM HOTEL ON THE NORTHERLY 254 FEET OF LOT 3 OF CSM NO. 6411, CITY OF BARABOO, SAUK COUNTY, WISCONSIN, LOCATED AT 932

GATEWAY DRIVE.

<u>SUMMARY OF ITEM B</u>: Pursuant to the Site Plan Review and Approval Procedure in Section 17.47 of the Zoning Code, the applicant has provided a Site Plan for review at this meeting but will need to provide remaining pieces of a full submittal package, which will include a Landscaping Plan, Storm Water Management Plan, Site Lighting Plan, Signage Plan (and Colored Renderings) of the proposed structure(s) for your review at a future meeting.

COMPLIANCE/NONCOMPLIANCE:

Pursuant to Section 17.47 – <u>Site Plan Review and Approval</u>, The Site Plan is complete but I suggest any approval be conditioned upon future review and approval of a Landscaping Plan, Storm Water Management Plan, Site Lighting Plan, and Signage Plan. You may also want to add review and approval of colored renderings and/or building materials.

ACTION: Approve / Conditionally Approve / Deny Site Plan

SUBJECT: REVIEW AND APPROVE A 1-LOT CERTIFIED SURVEY MAP FOR THE CITY OF BARABOO IN THE NE ¼ OF THE SW ¼ IN SECTION 31, T12N, R7E IN THE CITY OF BARABOO, SAUK COUNTY, WISCONSIN, LOCATED AT 1606 8TH STREET.

SUMMARY OF ITEM C: The Common Council approved a Development Agreement with Cornerstone Village, LLC for the development of the City-owned property (known as the Jackson Property) on the south side of STH 33 (8th Street), east of CTH T (Taft Ave). The proposed development will include a mixture of multi-family residential buildings, four-plex buildings, duplex buildings, and single-family homes. The initial phase of this development will include four 16-unit multi-family residential buildings located on the northwest corner of the property. This one lot CSM has been created to convey the land necessary to accommodate this initial phase.

COMPLIANCE/NONCOMPLIANCE:

Pursuant to Chapter 18 – <u>Subdivision and Platting</u>, I have found the CSM to be complete and have reviewed it for compliance with the ordinance.

ACTION: Approve/Conditionally Approve/Deny CSM.

Minutes of Plan Commission Meeting July 20, 2021

<u>Call to Order</u> – Mike Palm called the meeting of the Commission to order at 5:15 PM.

Roll Call – Present were Mike Palm, Phil Wedekind, Roy Franzen, Jim O'Neill, Tom Kolb, Dee Marshall, and Matthew Boeggner.

Also in attendance were Tom Pinion, Eugene Unger and his sister June.

Call to Order

- a. <u>Note compliance with the Open Meeting Law</u>. Mayor Designee Palm noted compliance with the Open Meeting Law.
- b. <u>Agenda Approva</u>l: It was moved by Kolb, seconded by Wedekind to approve the agenda as posted. Motion carried unanimously.
- c. <u>Minutes Approval</u>: It was moved by Wedekind, seconded by Kolb to approve the minutes of June 15, 2021 meeting.

<u>Public Invited to Speak</u> (Any citizen has the right to speak on any item of business that is on the agenda for Commission action if recognized by the presiding officer.) – There were no speakers.

Public Hearing

a. Public Hearing to consider the request of Philip S. Unger (Owner) and Eugene Unger (Applicant) for a Conditional Use Permit to convert the existing two-unit residential dwelling on Lot 11 of Westfork Subdivision to two side-by-side single-family residential dwellings at 1217/1219 Carpenter Street, City of Baraboo, Sauk County, Wisconsin – There being no speakers, the hearing was declared closed.

New Business

- a. Consider the request of Philips S. Unger (Owner) and Eugene Unger (Applicant) for a Conditional Use Permit to convert the existing two-unit residential dwelling on Lot 11 of Westfork subdivision to two side-by-side single-family attached residential dwellings at 1217/1219 Carpenter Street, City of Baraboo, Sauk County, Wisconsin, Sauk County, Wisconsin Pinion presented the background to the Commission. Kolb moved O'Neill seconded to approve the request for a Conditional Use Permit to convert the existing duplex to two side-by-side single-family residential dwellings. On roll call vote for the motion, Aye Franzen, O'Neill, Kolb, Marshall, Boeggner, Palm, and Wedekind. Nay 0, motion carried 7-0.
- b. Review and approve a 2-Lot Certified Survey Map for Eugene Unger to create two Side-By-Side Single-Family Attached Dwellings in an R-1A Single-Family Residential zoning district at 1217/1219 Carpenter Street and located in the NW1/4 of the NE1/4 of Section 3, T11N, R6E in the City of Baraboo, Sauk County, Wisconsin It was moved by Kolb, seconded by Marshall to approve the CSM as presented. On roll call vote for the motion, Aye O'Neill, Kolb, Marshall, Boeggner, Palm, Wedekind, and Franzen. Nay 0, motion carried 7-0.
- c. Review and approve a 1-Lot Certified Survey Map for Kari Edwards in an R-1A Single-Family Residential zoning district immediately east of Rolling Meadows North subdivision and being a part of Lot 1 of Sauk County CSM No. 6937, located in the NE1/4 of the SW1/4 of Section 30, T12N, R7E in the City of Baraboo, Sauk County. Pinion presented the background. Pinion said that this complies with the City's ordinance, has frontage off Man Mound Road, as well as the stub end of 21st Street, utilities are available, and the CSM complies with all subdivision and platting ordinances. Kolb moved, seconded by Franzen to approve the CSM as presented. On roll call vote for the motion, Ayes Kolb, Marshall, Palm, Wedekind, Franzen, and O'Neill. Nay 0. Boeggner abstained. Motion carried 6-0.

d. Review and recommendation concerning an extension of a Special Exception to the Sign Code pertaining to off-premise advertising at the Baraboo School District's outdoor athletic facilities. – Pinion provided the background when first discussed in 2015. At the time, the School District was requesting forgiveness rather than permission because the signs already existed. The original was a 5year deal for the four off-premise sponsors. The Flambeau Field, which is the name of the field and not off-premise advertising was given a 15-year exception. Pinion said that the five years actually expired last year. He said that the same four sponsors are looking to continue and have agreed to continue the same level of sponsorship for the next five years to benefit the athletic programs and the Baraboo High School. Pinion said that this would be a recommendation to Council to amend the ordinance to extend the expiration date of this one special exception. Kolb said in the School District's initial letter, they indicated that they would be responsible for maintaining and upgrading the when needed, and he suggested that this be part of the motion if the Commission chooses to extend the request. Pinion said that Mr. Langkamp did indicate that the Flambeau Field main bleacher wrap was starting to show signs of its age, so they intend to replace it half way through its 15 year life, so probably not this year, but next year. Kolb moved to recommend extending the special exception to the sign code for the Baraboo School District with the condition that they keep the signs maintained properly. Wedekind seconded the motion. Franzen said that when this came before the Commission five year ago he made the comment that it looked like a billboard to him, and it still looks like a billboard to him. He said he is opposed to billboards in the City's public areas. O'Neill agreed with Franzen and in general, he does not like to see commercialization of education, advertising, and naming rights. He said he is not in favor of this. On roll call vote for the motion, Ayes – Marshall, Boeggner, Palm, Wedekind, and Kolb. Nay – Franzen and O'Neill. Motion carried 5-2.

<u>Adjournment</u> - It was moved by Kolb, seconded by Wedekind to adjourn at 5:28 p.m. The motion carried unanimously.

Mike Palm Mayor Designee



Architectural Design Consultants, Inc.

30 Wisconsin Dells Parkway PO Box 580 Lake Delton, WI 53940 Phone: 608.254.6181
Email: info@adcidesign.com
Web: www.adcidesign.com

August 10, 2021 VIA: EMAIL

City Hall 101 South Blvd. Baraboo, WI 53913

Attn: Tom Pinion, Director of Public Works/City Engineer

Re: Conditional Use Permit Application

JDJE, LLC - Nationally Franchised Hotel | Baraboo, WI

ADCI Project No. 21-105

Dear Mr. Pinion:

Please find the following application materials and request to be placed on the August 17, 2021 Plan Commission meeting agenda for Conditional Use Permit Approval. A more detailed Site Plan Approval package will be developed and submitted to the plan commission separately. Today's submittal includes:

- Copy of Conditional Use Permit Application and email authorization (previously sent)
- Project Description
- Concept Site Plan & Preliminary Civil Engineering Plan
- Conceptual Exterior Massing Views (will follow under separate email)

Project Description

The proposed project is a 4 story, approximately 80 unit Nationally Franchised and Branded hotel. The building is anticipated to be wood frame construction with frost wall foundations and fully sprinklered.

Legal Description

Lot 3 within the Teel Plat: The north 254 feet of Lot 3, Sauk County CSM #6411. Located in the NW1/4 of the SW 1/4, Section 3, T11N, R6E, City of Baraboo, Sauk County, Wisconsin. The developer is subdividing Lot 3 into 2 Lots. The legal description will be updated in the Site Plan Approval package.

Planned Site Amenities include

- 91 parking stalls, 4 Accessible
- On site loading and sidewalks to accommodate hotel operations
- Drives to accommodate tour buses
- Parking for a hotel shuttle
- Screened trash enclosure
- Landscaped patio space with hard piped gas fire pits and screening
- Indoor/Outdoor pool spa with fencing

Refer to the site/civil plan for setbacks and impervious areas. The proposed site impervious area is beneath the threshold percentage of the previously developed regional stormwater system. Piping for stormwater is anticipated to connect to the regional system. A DNR stormwater permit is planned since the site development disturbs more than one acre.

Planned Building Amenities include

- Covered drop off (porte cochere)
- Lobby, registration desk
- Small market (with beer and wine sales)
- Breakfast area
- Fitness room
- Indoor pool with indoor/outdoor pool spa
- Meeting room

Exterior Materials

The proposed building will reflect nationally franchised brand standards with color and
material selections tailored to the project site. The initial palette under consideration may
include a blend of masonry veneer, exterior insulation and finish systems (EIFS), select
metal accent components, and fiber cement panels.

Future Site Plan Approval Submittal

A Site Plan Approval submittal will be developed and submitted for Plan Commission review, including the following information:

- Site lighting design. The development's intent is for lighting to be full cut off design with no light trespass beyond lot lines.
- Landscape design will meet nationally franchised brand standards and Baraboo's landscape ordinance.
- Sign design will meet nationally franchised brand standards and Baraboo's sign ordinance.

Please feel free to call me with any questions at 608-254-6181.

Respectfully Submitted,

Architectural Design Consultants, Inc.

Meg E. Roback, AlA Partner/Senior Architect

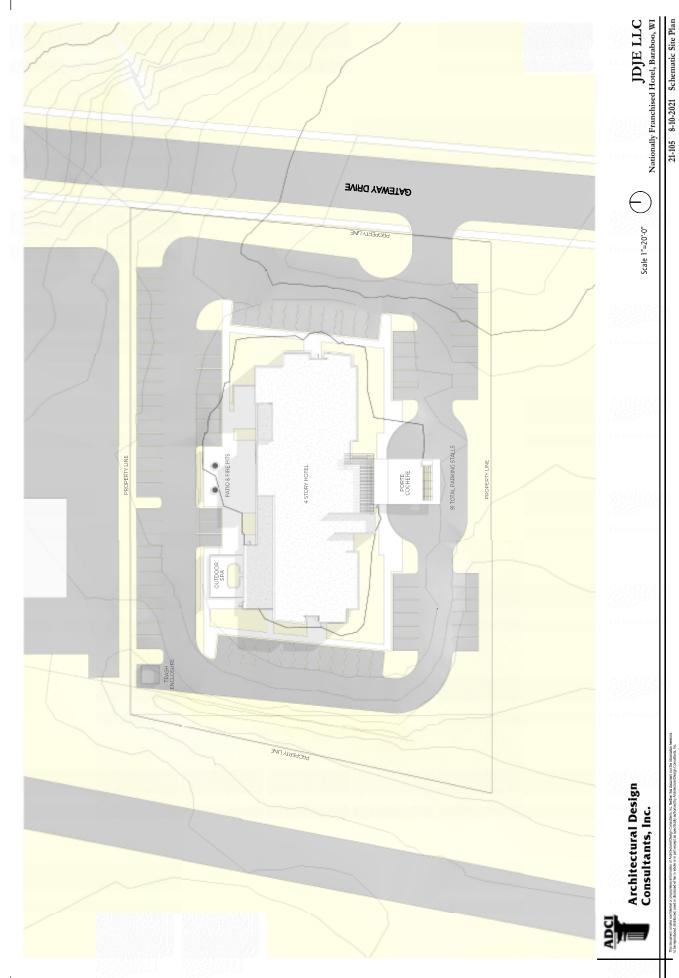
Enclosures

c: Eric Lund, JDJE, LLC ADCI Project File

For Office Use:	Date		Date
☐ Application given by		☐ Referred to Council	
☐ Received by Bldg, Inspector		☐ Public Hearing Set	
☐ Fee received by Treasurer		☐ Date Notices Mailer	
☐ Building Insp. Certified		□ Public Hearing Publ	lished
☐ Filed with City Clerk		D Public Hearing Held	
☐ Referred for Staff Review		DPlan Meeting Action	
<u> </u>	<u> </u>	## 0	<u></u>
City of Baraboo 101 South Blvd.		DR CONDITIONAL US	E PERMIT n filing\$250 if public hearing required, o
Baraboo, WI 53913	\$100 if no public hea	aring required.)	
(608) 355-2730 phone 608 355-2719 fax			FOR TREASURER USE ONLY
-	10, 2021		Recolpt#
Date of Petition:	U, ZUZ I		A
Pair of Fermon,			Account # 100-22-4440
petition the City of Baraboo P 1. Name and address of each	lan Commission as fo owner: (Please attach add	llows: ditional pages as necessary.)	conditional use request hereby
	a Drive Verona, WI 53593		
	ty M, Middleton, WI 53562		
John Thompson, 5206	3 Harbor Court, Madison, V	Vi 53705	
David Walsh, PO Box	1497, Madison, WI 53701		
lease): Josh Johnson, Architectural Des	ign Consultants Incorpora	ited, 30 Wisconsin Dells Parkw	ay PO Box 580 Lake Delton, WI 539
3. Address of site: Gatewa	ay Parkway, <i>918-1050</i> , ^{\$} ⊤E	BD.	
4. Tax parcel number of site:			NAMES I
5. Accurate legal description description) (Attach copy of	of owner's deed):		
Located in the NW1/4	ithin the Teel Plat. The no of the SW 1/4, Section 3,	<u>rth 254 feet of Lot 3, Sauk Cou</u> T11N, R6E, City of Baraboo, S	inty CSM #6411. auk County, Wisconsin
6. Present zoning classification	ofa: I-4 Planned Indus	trial/Business	
	· •	etrial/Business (No Change)	
7. Requested conditional use Proposed structure is	a 4 story nationally fr	anchised hotel with 81 unit	ts and 91 parking stalls.
8. Brief description of each s			
)4 ₁	<u> </u>		

9. Brief description of present use of site and each structure on site:

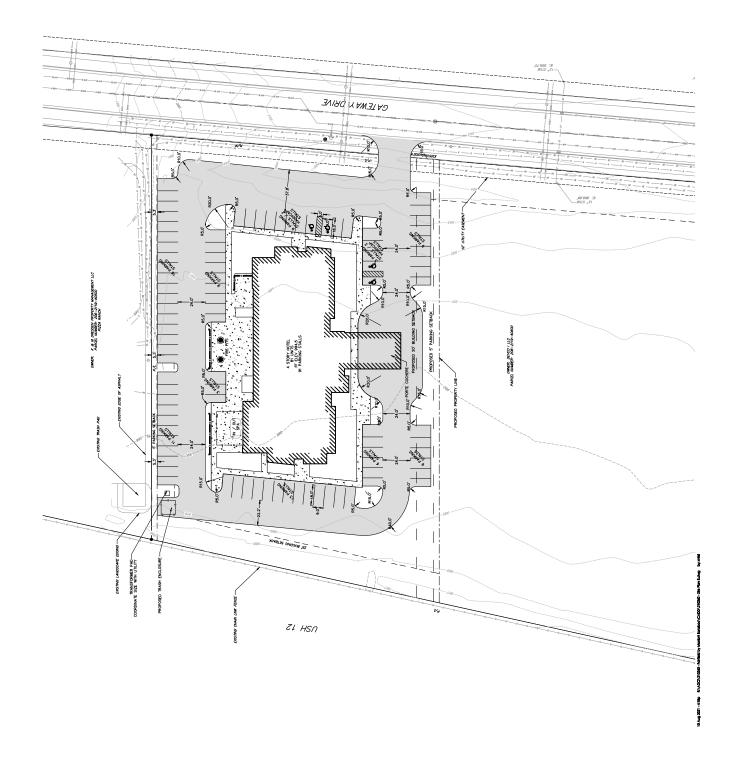
	None
10. Brief (incl	f description of any proposed change in use of structures if request for conditional use is granted: ude change in number of employees on site)
11. The	following arrangements have been made for serving the site with municipal sewer and water:
of the	e, address, and tax parcel number of the owners of <u>each</u> parcel immediately adjacent to the boundaries e site and each parcel within 200 feet including street and alley right-of-way of each exterior boundary e site (see section 17.37(3)(a) of City Code.)
home a. l	ale map or survey map must be attached showing the following: (Note: This section is not required for e occupation requests; skip to 14.) (see section 17.37(2)(a) of City Code.) Location, boundaries, dimensions, uses, and size of the site and structures and its relationship to adjoining lands.
Ե . <i>"</i>	The approximate location of existing structures on the site, casements, streets, alloys, off street parking, oading areas and driveways, highway access and access restrictions, existing street, side and rear yards, proposed surface drainage, grade elevations.
14. State stand	in detail, the evidence indicating proof that the proposed conditional use shall conform to each of the lards for conditional uses set forth in section 17.37(2)(b) of the City Zoning Code. Under 17.32A I-4, A hotel is a Principal Permitted Use under listed under (d) Highway Oriented Business Use.
attachme Notic	EREFORE, the undersigned property owners hereby state that the foregoing information and all ints to this Petition are true and correct to the best of our knowledge. See to Property Owner: Conditional use permits, if granted, are subject to a 10 day appeal waiting time. In this 29 day of Thy , 2021. Property owner Property owner
I certif	y that that I have reviewed this application for completeness.
Date:	Zoning Administrator:

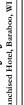












JDJE LLC
Nationally Franchised Hotel, Baraboo, WI
21-105 8-10-2021 Perspective I

Architectural Design Consultants, Inc.

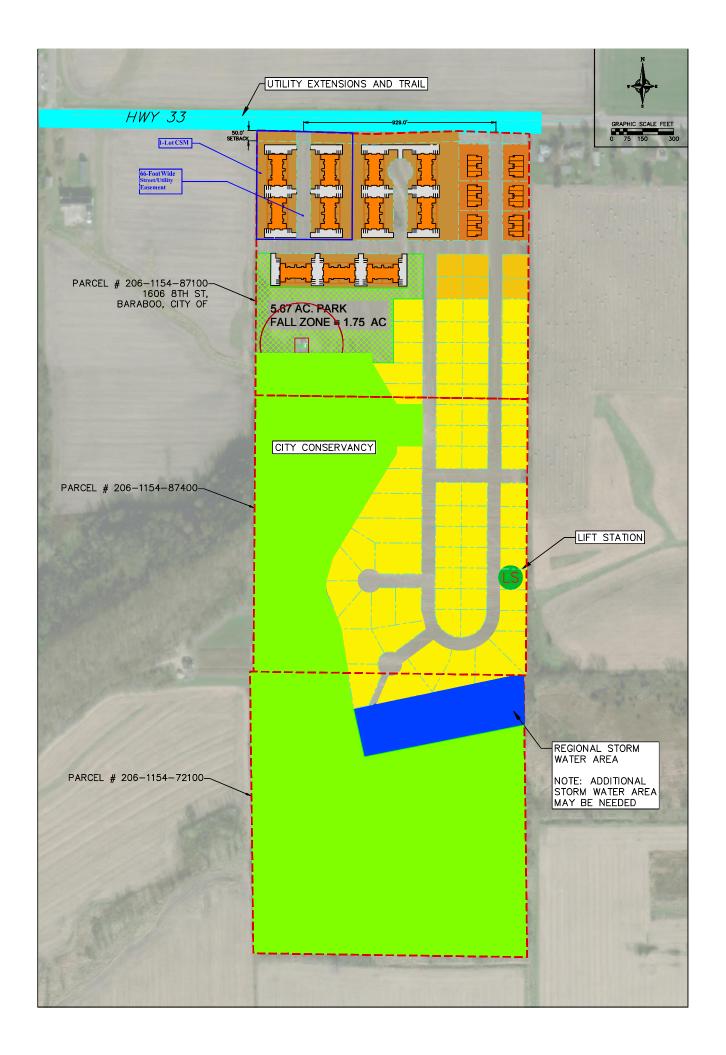


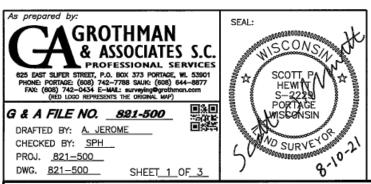


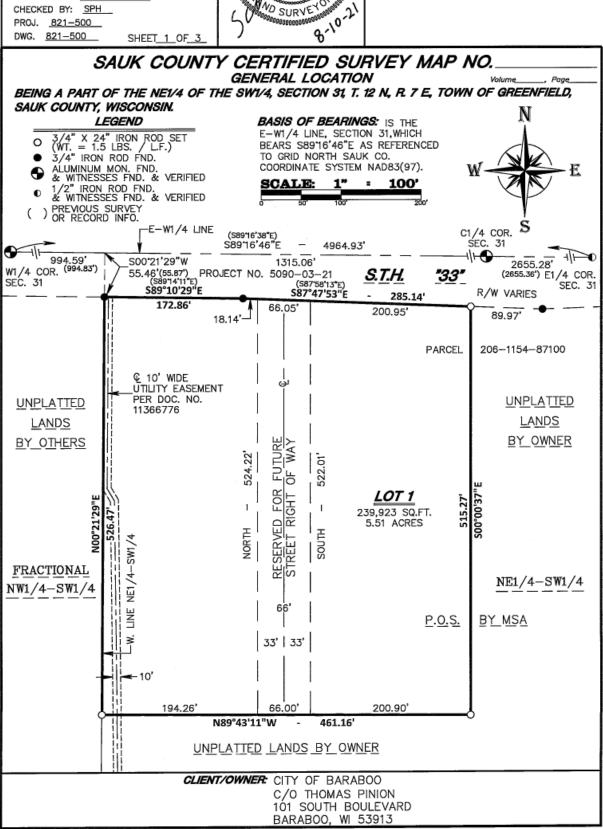
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Architectural Design Consultants, Inc.







AS prepared by:

GROTHMAN

ASSOCIATES S.C.
PROFESSIONAL SERVICES

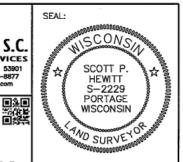
625 EAST SLIFER STREET, P.O. BOX 373 PORTAGE, WI. 53801 PHONE: PORTAGE: (608) 742—7788 SAUK: (608) 644—8877 FAX: (608) 742—0434 E—MAIL: aurveying@grothmon.com (RED LOGO NEPRESENTS THE ORGINAL MVP)

G & A FILE NO. _ 821-500

DRAFTED BY: A. JEROME

CHECKED BY: SPH PROJ. 821-500

DWG. 821-500 SHEET 2 OF 3



SAUK COUNTY CERTIFIED SURVEY MAP NO. GENERAL LOCATION

BEING A PART OF THE NE1/4 OF THE SW1/4, SECTION 31, T. 12 N, R. 7 E, TOWN OF GREENFIELD,

BEING A PART OF THE NEWA OF THE SWI/A, SECTION 31, 1. 12 N, R. 7 E, TOWN OF GREENFIELD SAUK COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

I, SCOTT P. HEWITT, Professional Land Surveyor, do hereby certify that by the order of Thomas Pinion, I have surveyed, monumented, mapped and divided a part of the Northeast Quarter of the Southwest Quarter of Section 31, Town 12 North, Range 7 East, City of Baraboo, Sauk County, Wisconsin, described as follows:

Commencing at the West Quarter corner of said Section 31;

thence South 89°16'46" East along the East - West Quarter line of Section 31, 994.59 feet to the Northwest corner of the Northeast Quarter of the Southwest Quarter;

thence South 00°21'29" West along the West line of the Northeast Quarter of the Southwest Quarter, 55.46 feet to the Southerly right-of-way line of State Trunk Highway 33 and the point of beginning;

thence South 89°10'29" East along said Southerly right-of-way line, 172.86 feet;

thence South 87°47'53" East along said Southerly right-of-way line, 285.14 feet;

thence South 00°00'37" East, 515.27 feet;

thence North 89°43'11" West, 461.16 feet to the West line of the Northeast Quarter of the Southwest Quarter; thence North 00°21'29" East along the West line of the Northeast Quarter of the Southwest Quarter, 526.47 feet to the point of beginning.

Containing 239,923 square feet (5.51 acres), more or less. Being subject to servitudes and easements of record, if any.

I DO FURTHER CERTIFY that this is a true and correct representation of the boundaries of the land surveyed and that I fully complied with the Provisions of AE7 Wisconsin Administrative Code, Chapter 236.34 of the Wisconsin State Statutes and the City of Baraboo Subdivision Ordinance to the best of my knowledge and belief.

SCOTT P. HEWITT

Professional Land Surveyor, No. 2229

Scotte Munit

Dated: August 10, 2021

File No.: 821-500

AS prepared by: GROTHMAN & ASSOCIATES S.C. PROFESSIONAL SERVICES

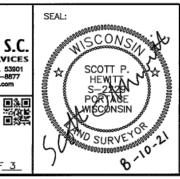
625 EAST SLIFER STREET, P.O. BOX 373 PORTAGE, WI. 53901 PHONE: PORTAGE: (608) 742—7788 SAUR: (608) 644—8877 FAX: (608) 742—0434 E-MAIL: surveying@grothman.com (RED LOGO REPRESENTS THE ORIGINAL MAP)

G & A FILE NO. <u>821-500</u>

DRAFTED BY: A. JEROME

CHECKED BY: <u>SPH</u> PROJ. <u>821-500</u>

DWG. 821-500 SHEET 3 OF 3



SAUK COUNTY CERTIFIED SURVEY MAP NO. GENERAL LOCATION

ATION Volume_____, Page____

BEING A PART OF THE NE1/4 OF THE SW1/4, SECTION 31, T. 12 N, R. 7 E, TOWN OF GREENFIELD, SAUK COUNTY, WISCONSIN.

PLAN COMMISSION RESOLUTION				
RESOLVED THAT this Certified Survey Map in the City of Baraboo , Sauk County, Wisconsin is hereby approved by the Plan Commission.				
Mayor	Date			
City Engineer	Date			
I HEREBY CERTIFY that the foregoing is a Baraboo, Wisconsin, this day of _	copy of a Resolution adopted by the Plan Commission of the City of, 20			
City Clerk	Date			
COMMON COUNCIL RESOLUTION				
RESOLVED THAT the Certified Survey Map and the lands as dedicated on such map in the City of Baraboo , Sauk County, Wisconsin is hereby approved and accepted by the Common Council.				
Mayor	Date			
City Engineer	Date			
I HEREBY CERTIFY that the foregoing is a copy of a Resolution adopted by the Common Council of the City of Baraboo, Wisconsin, this day of, 20				
City Clerk	Date			

CLIENT/OWNER: CITY OF BARABOO C/O THOMAS PINION 101 SOUTH BOULEVARD BARABOO, WI 53913